



**City of North St. Paul
Arts & Culture Commission
Regular Meeting Agenda**

**May 3, 2023
6:30 PM**

The Arts & Culture Commission Meeting will be conducted on **May 3, 2023** at 6:30 p.m. The meeting location is the Council Chambers at City Hall, located at 2400 Margaret St., North St. Paul.

The **May 3, 2023** Zoom meeting can be accessed at
tinyurl.com/NSPartsandculture
(from a PC, Mac, tablet, iPhone, or Android device)
or by phone at 1-929-205-6099.

Participants accessing the meeting by phone please use the following meeting ID:
87921831549

The Arts & Culture Commission Zoom meeting will be 'open to the public to listen in but will be muted from contributing at all times with the exception of a Public Hearing and open to the public forum.

Please join the meeting early to test your audio and video settings.

I. Call to Order

II. Roll Call

Tom Sonnek, Chair
Carey Nadeau, Vice-Chair
Amanda Black, Commissioner
Stacy Maher, Commissioner
Emily Haeg Nguyen, Commissioner
Lisa Ritchie, Commissioner
See Yang, Commissioner
Cecelia Goracki, Student Commissioner
Lisa Wong, Council Member

Staff
Sara Lang, Commission Secretary

III. Adopt Agenda

IV. Approval of Minutes

A. Approval of Minutes from 4/5/23

V. Meeting Open to the Public

This Open Forum is an opportunity for persons to address the Arts & Culture Commission on items not on the agenda. A completed public comment form should be presented to the staff liaison prior to the meeting. Comments will be limited to 3 minutes per person. While the Commission may ask clarifying questions of the speaker, no formal action by the Commission or discussion will be held on these items.

VI. Public Hearings

VII. Commission Business, Action Items & Recommendations

- A. Project Updates by Sub-Committees
- B. 2024 Budget Discussion

VIII. Old Business

IX. Reports from Staff

X. Reports from Commissioners

XI. Reports from Council Liaison

XII. Adjournment

The next regularly scheduled Arts & Culture Commission meeting is June 7th, 2023.



To	Date
Arts and Culture Commissioners	May 3, 2023
Agenda Placement # IV.A	
Approval of Minutes	
Subject	
Approval of Minutes from 4/5/23	
Background/Facts	
Recommended Action	
Attachments	

1. ACC 04.05.2023 Minutes
- Respectfully submitted,
Sara Lang, Arts & Culture Commission Secretary

City of North Saint Paul
Arts & Culture Commission Meeting Minutes

April 5, 2023

6:30 PM

I. Call to Order

Chair Sonnek called the meeting to order at 6:32 PM

II. Roll Call

Tom Sonnek, Chair

Carey Nadeau, Commissioner

Stacy Maher, Commissioner

Lisa Ritchie, Commissioner

Emily Haeg Nguyen, Commissioner (excused absent)

See Yang, Commissioner

Amanda Black, Commissioner

Cecelia Goracki, Student Commissioner (non-voting)

Lisa Wong, Council Member (non-voting)

Staff

Sara Lang, Commission Secretary

III. Adopt Agenda

On motion by Commissioner Nadeau, seconded by Commissioner Maher, with all present voting aye (6-0), motion carried to adopt the agenda.

IV. Approval of Minutes

A. Approval of the 03/08/23 Meeting Minutes

On motion by Commissioner Maher, seconded by Commissioner Ritchie, with all present voting aye 6-0), motion carried to approve the March 8, 2023 meeting minutes.

V. Meeting Open to the Public

There was no public input.

VI. Commission Business, Action Items & Recommendations

A. Project Updates by Subcommittees

A - 1 Project Snowy

Commissioner Yang reported for the subcommittee on the adjusted timeline due to postponing implementation to next year. Several items need input from City staff including the artist and purchase agreements. Costs also need to be finalized with the manufacturer. \$5,000 per statue won't completely cover costs. The total without transportation or encroachment permits would be at least \$5,000 per statue. Commissioner Yang walked the Commission through the project process. All Snowys will be delivered at the same time and spring weather and road restrictions will need to be taken into consideration.

The Commission decided to look at ways to keep the cost to \$5,000 per statue, possibly doing the clear-coating on-site by the artists, ordering bases from a local source, putting transportation in the 2024 Arts and Culture Commission budget, approaching the Economic Development Authority for assistance with transportation costs or having an "early bird" price. Secretary Lang will speak with Community Development Director Brandy Howe to set up a time for Commission members to present to the EDA.

A - 2 Mural Project

The Commission has applied for a grant for this project. Chair Sonnek pointed out there will be a narrow window of opportunity for murals between when the weather warms up and the return of winter. The Commission has limited funding in its budget but other funding must be found to make the mural project a reality. The subcommittee should discuss how to begin with a smaller project on public land.

A - 3 Utility Boxes

Commissioner Yang said the subcommittee is aiming for completion by the car show in early June. Community voting on images will conclude by April 21 with the selection by late April giving the vendor about four weeks to complete the wraps. Commissioner Maher reported the subcommittee decided to streamline the process by selecting the images, having the Commission choose three options and having the public vote on those. Each Commissioner was asked to rank their top three images per box for two boxes and send them to Commission Secretary Sara Lang by April 7 at noon. For budget reasons the project will be phased with four utility boxes done in the first round and the public voting on the images for two of them. The other two boxes will be completed with the help of Roddy's as the boxes are directly in front of their business. Public voting will be able to begin Monday, April 10. The Commission decided to extend the voting deadline to April 24. The subcommittee recommended holding off on the high school utility box in hopes of giving the students the opportunity to help select the art for that location.

A - 4 Art Cart

Commissioner Ritchie reported the art cart will be used for the car show on June 9 for City Night and there will be an opportunity to paint rocks. A call for volunteers has gone out but no responses yet. Rocks need to be ordered. People can keep their rocks or potentially donate them for a community garden. City night at the car show is June 9 and Commissioners were urged to attend. Ms. Lang will look into ordering volunteer T-shirts. The subcommittee would also like to have the Art Cart for Music in the Park.

A - 5 Paint and Sip

Commissioner Ritchie said the first event was a huge success and she would like to have a second event on May 16 with the same low cost to encourage participation. The event will also be at Casey Lake Park. There was discussion of providing aprons for the painters and doing more promotional marketing. Commissioner Ritchie suggested having one per quarter and possibly budgeting for additional teachers in 2024.

A - 6 Autumn Arts Festival

Commissioner Black reported the Festival will be Sept 16 at Casey Lake Park. Applications for artist vendors will be available soon. She asked for Commission input on including Fair Trade art, culinary arts and health and beauty artisans. Commissioners endorsed having more vendors. There will be a need for volunteers for the event, possibly students and Scouts. There will still be live performances. Stipends for performers or performing groups were discussed for a later decision.

B. Public Art Code Discussion

B – 1 MN Statute Public Art Code

Commissioners were in favor of using the state's public art code.

On motion by Commissioner Ritchie, seconded by Commissioner Nadeau, with all present voting aye 6-0), motion carried to recommend the use of the State of Minnesota Public Art Code, MN Statute 450.20.

VIII. Old Business

None

IX. Reports from Staff

Ms. Lang reported that Commissioners' City emails will be the only ones used going forward. They should be used for all Commission business including sub-committee work.

X. Reports from Commissioners

None.

XI. Reports from Council Liaison

Council Member Wong reported that the City Council has been active at the State Legislature and is asking for \$4 million for the community center and to complete the

Silver Lake Trail. There is a dangerous point in the trail now with no sidewalk and a nearby bus stop. One idea that is being considered is a boardwalk. She said she asked the City Manager about a tour for Commissioners and that is being planned.

XII. Adjournment

On motion by Commissioner Ritchie, seconded by Commissioner Black, with all present voting aye (6-0), motion carried to adjourn.

Chair Sonnek adjourned the Arts & Culture meeting at 8:35 PM

The next regularly scheduled Arts & Culture Commission meeting is May 3, 2023.



To	Date
Arts and Culture Commissioners	May 3, 2023
Agenda Placement # VII.A	
Commission Business, Action Items & Recommendations	
Subject	
Project Updates by Sub-Committees	
Background/Facts	
Recommended Action	
Attachments	
1. WIP 5.3.23 2. Utility Box Feedback	
Respectfully submitted, Sara Lang, Arts & Culture Commission Secretary	

Work Improvement A3

Improvement Area		Owner(s)		Tom Sonnek, Sara Lang		Plan Date		01/08/23		Last Updated Date		04/05/23		Timeline - Year(s): 2023											
North St. Paul Arts & Culture Commission		Key Initiatives						Planned Steps																	
Plan Purpose		A Project Snowy Team: Stacy, See, Amanda Develop Gantt chart for plan to launch in 2024 Finalize cost \$1,000 artist \$3,750 statue and base \$400 clear coat \$100 packaging \$50 vomela How might the city participate (EDA, etc.)?						1 Build Buyer Group 2 Execute Call for Artists 3 Define Artist Selection, Completion Timeline 4 Define Business Association involvement 5 Write up purchase agreement 6 Define Programming																	
Current State Headlines																									
1	The ACC had a fairly successful year in 2022, including the creation and programming of the Art Cart and the partnership with Parks on the Fall Frolic.																								
2	Membership changes: 2 original ACC commissioners left to ACC, we have a new commission secretary, and we've increased our commissioner total to seven																								
3	Timing, supplier issues, and funding concerns affected Project Snowy, pushing it to 2023 - though we did get one Snowy made in 2022!																								
4	LUV Ice Cream mural project was hampered by cost and artist availability. We are learning about limitations with working with private businesses																								
5	We have learned a lot about funding, legal requirements																								
6	Expanded our reach through collaboration with the Business Association, and made connections with other commissions																								
7	Learned through commission meeting visits from Veterand group, Rotary, and Compas																								
8	Ended year strong with budget: made strategic purchases (built up Art Cart supplies) and returned remaining budge to City																								
9	Had a lot of fun!																								
Future State Goals		C Murals Team: Carey, Tom, Lisa R. Consider small public mural project EDA match? ACC participation						1 Define Scope a. Public murals b. Private murals 2 Write Project Plan 3 Build Funding Sources a MRAC grant application b 3M Foundation c Mardag Foundation d RF Bigelow Foundation 4 Execute Call for Artists 5 Define Artist Selection, Completion Timeline																	
1	A more visible presence of art in North St. Paul public spaces																								
2	Established pipelines for grants and funding																								
3	Broad involvement in ACC activities: student commisioners, volunteers, Arts champions																								
4	Routine programming of arts & culture activites for residents																								
5	Leveraging sub-committees to make monthly meetings more efficient																								
6	More public engagement at meetings and in projects																								
7	Increased brand recognition/awareness of the ACC																								
8	Cultural diversity in our work that is reflective of our residents																								
9																									
Team Members		B Utility Boxes Team: See, Emily, Lisa W., Stacy Aiming for June 2 to have them done Community voting on images 4 boxes in Round one 2 for community involvement 2 outside Roddy's Round 2: outside HS - student involvement						1 Define Scope 2 Select & Gain Approval of Sites 3 Define Artist Selection, Completion Timeline 4																	
Stacy Maher																									
See Yang																									
Emily Haeg																									
Amanda Black																									
Lisa Ritchie																									
Carey Nadeau																									
Tom Sonnek																									
Lisa Wong																									
Sara Lang																									
Commission Secretary																									
Council Liaison																									
		D Art Cart Team: Lisa R., Amanda						1 Schedule Dates & Venues a. June 9 - City Night at the Car Show b. Music in the Parks 2 Find Volunteers 3 Develop Programming																	
		E Paint & Sip Team: Lisa R., Carey Consider budgeting for teachers in 2024						1 Schedule Dates & Venues a. March 23, May 16 b. Casey, Roddy's (connect with Kelly) 2 Find Volunteers 3 Develop Programming - who leads the event? Need artists. 4 Promotion - FB Live, Facebook																	
		F Arts Festival w/Parks & Rec Team: Amanda, Tom Autumn Arts Festival Performer Options Inspiration Performing Arts Center (CeCe dance) Fusion Drumline Indiginous Roots						1 Define Scope/Plan with Parks 2 Schedule Date & Location a. September 16, 11:00 - 6 or 7, Casey Park 3 Develop Programming 4 Consider performer stipend																	

If there are any visible along the gateway trail

I would like to see them more, I just don't have ideas as to where.

The wall between Shangri-La and Luther auctions

I trust your judgment!

Maybe sides of buildings downtown?

I would love to see a repetitive image. I think that would be lovely.

On the backside of businesses near postal Mail Drop boxes.

Silver Lake bathroom building.

Buildings at Tower park.

What about the water tower I think a little change would be good and the heart theme. Is appealing.

Everywhere!

Boxes at the parks. Casey Lake? Silver Lake? Could the high school students have a contest to design a wrap for 1 destination?

Anything around the park or all up and down 7th street and Margaret

Mural on side of building housing LUV Ice Cream on 7th near east end of town. Best if by local artist(s).

I like the flower photo but would prefer a real photo of the flowers from that corner, which is available in the NSP Green scrapbooks at the NSPHS Museum.

I would love to see a mural on the side of LUV ice cream, there are other places also that a mural would be appropriate.

Silver lake Beach

Margaret street bridge and silver lake park

Box located In throughway/grass alley way on east side of 7th street north between eldridge & burke . I also think it would be very neat to have the straight short pole type utility boxes each painted with a positive/inspirational/loving word/short phrase to try & help spread peace...

Any would be appreciated.

Just checking, but did you consider allowing some of our talented residents the opportunity to paint a scene in our town, then transfer it to a wrap? Also, we are known on 7th for cars, motorcycles and history. I'd love to see something more along these lines than generic images that really mean nothing to anyone or our town.

Anywhere and everything

Everywhere brightens the community